



STATE OF NEW HAMPSHIRE POSTSECONDARY EDUCATION COMMISSION

Financial Aid | College & University Approvals | Career School Licensing | Veterans State Approvals | Closed School Transcripts | Research/Studies

MINUTES OF MEETING OF SEPTEMBER 16, 2010

A regular meeting of the Postsecondary Education Commission was held at Saint Anselm College, NH Institute of Politics Auditorium, 100 St. Anselm Drive, Manchester, New Hampshire at 2:00 p.m. on Thursday, September 16, 2010. The following members were present:

Father Jonathan DeFelice, Chair
Edward MacKay, Vice Chair
Stephen Appleby
Will Arvelo
Virginia Barry
John Curran
William Farrell
James Fitzgerald
Thomas Galligan
Helen Giles-Gee
Richard Gustafson
John Hutson
Todd Leach
David Mahoney
Michele Perkins
Roger Williams

The following persons also attended: Anthony Blenkinsop, Esq., Legal Counsel, Deb Scire, Executive Director, Campus Compact for New Hampshire; Nadine Dowling, Interim President, Richard Kettner-Polley, VP for Academic Affairs and Chief Academic Officer, representing Daniel Webster College; Diane Kurinsky, Professor & Associate Director of Clinical Training, Antioch University New England, Senator Lou D'Allesandro, George Hagerty, Provost, representing Hellenic American University; Thomas Horgan, President and CEO, NH College & University Council; Peter Koch, Executive Director, New Hampshire Council for Professional Education; Paul Leather, Deputy Commissioner, NH Department of Education; Karyn Rocheleau, President, Eileen Sarson, Chief Information Officer, representing Tandem Training & Consulting; Tara Payne, Vice President, Marketing & Communications, the NH Higher Education Assistance Foundation Network Organizations; Kathryn Dodge, Executive Director, Patricia Edes, Assistant to the Executive Director, Cynthia Capodestria, Student Financial Assistance Coordinator; Lynn West, Administrator, Career School Licensing; Larry Elbroch, Administrator, Veterans State Approvals; Catherine Yeager, Transcriptionist

- 1) Chair DeFelice called the meeting to order and welcomed everyone, including new commissioners, Will Arvelo, President, Great Bay Community College, Todd Leach, President, Granite State College, and the Commission's legal counsel, Anthony Blenkinsop, Esq. He announced that Mary Clouter, former student at Nashua Community College changed her college affiliation to Granite State College and, therefore, resigned from the Commission. He asked those present to introduce themselves.
- 2) On the motion of Mr. Gustafson, seconded by Ms. Giles-Gee, the members voted to accept the minutes of May 13, 2010. The motion passed without dissent.
- 3) On the motion of Ms. Giles-Gee, seconded by Mr. MacKay, the members voted to accept the N.H. Code of Administrative Rules, Pos 200, Rules of Practice and Procedure. The motion passed without dissent.
- 4) On the motion of Ms. Giles-Gee, seconded by Mr. MacKay, the members voted to accept the N.H. Code of Administrative Rules, Pos 1000, Degree-Granting Postsecondary Institutions with a Physical Presence, or Place of Contact that Conduct Advising/Mentoring or Instruction in New Hampshire with the following edits:
 - a. PREAMBLE TO NH CODE OF ADMINISTRATIVE RULES - According to current administrative rules, the two public systems (2- and 4-year) are exempt from program/degree review ~~and, thus remain in perpetual continuing review.~~
 - b. Pos 1001.02 Institutions Under Commission Jurisdiction. (d) Any institution established under RSA 187-A or RSA 188-F, shall **be exempt from program or degree review and shall** submit an annual report, per Pos 1006.01 ~~as part of continuing review, and shall be exempt from program or degree review.~~
 - c. Pos 1008.01 (a) Institutions offering closed credit-bearing internships, practicums, courses, programs or degrees. The general public shall not be admitted ~~and shall include, but not be limited to, company employees, military personnel, or association members,~~ and **not the institution shall not** publicly advertise.
 - d. Pos 1009.01 Fee Schedule. Added fees under Continuing Review – Site Visit – in-state \$1,000 and out-of-state \$2,000.
- 5) Ms. Barry, as Commissioner of the NH Department of Education, presented an update on the “Common Standards for K-12 Education – Aspirations for Preparing Students for Entry-Level, Credit-Bearing Academic Courses and the Work Place.” Ms. Giles-Gee strongly suggested that the higher education community look at, especially institutions with teacher education programs, and what standards need to be incorporated into teacher education programs. Chair DeFelice expressed his concern, especially for private institutions, that even though Common Core Standards are currently a state initiative, it

may eventually become a federally mandated set of courses that may have federal implications for the college admission process.

- 6) Tara Payne, Vice President of Marketing & Communications at the NH Higher Education Assistance Foundation Network Organizations, presented “Incentive Awards/College Affordability in NH Campaign,” one of nine programs under the College Access Challenge Grant. Commissioners expressed concern about project direction, technology capacity in NH, the value of billboards and community outreach, and monies going directly to students. Ms. Payne agreed to make revisions to address concerns.
- 7) Ms. West presented an update on Career School Licensing that included an update on monitoring the administrative rules development of the NH Department of Safety’s Division of Emergency Medical Services, and the closing of First Choice Training Institute and related teach out discussions.
- 8) Ms. West presented the 2010-2011 *Licensing Fees and Student Tuition Guaranty Fund Fees Set by the Commission on an Annual Basis*. Ms. Giles-Gee moved, seconded by Ms. Barry, to not accept the recommendation, but to retain current fees. Some not-for-profits have expressed discomfort with the \$3,000 licensing fee. Commissioners agreed that the amount should not be considered a hardship for any free-standing school. The motion passed without dissent.
- 9) Ms. West presented revised legislation for RSA 188-D:19-28, Regulation of Private Postsecondary Career Schools, that more narrowly define the schools we license, as opposed to identifying numerous exemptions. Mr. Williams moved, seconded by Mr. Galligan, to approve the proposed revised statutes.
- 10) Diane Kurinsky, Professor & Associate Director of Clinical Training, Antioch University New England presented a request from the Hellenic American University to offer a Master of Science in Psychology with a Concentration in Clinical Psychology. Executive Director Dodge also reviewed the request. The Evaluation Committee found the program to be of extremely solid academic quality with outstanding faculty. All Commission standards were met. Mr. Galligan moved, seconded by Mr. Arvelo, to approve Hellenic American University to offer the Master of Science in Psychology with a Concentration in Clinical Psychology through June 30, 2013. The motion passed, with Mr. Gustafson abstaining.

On the motion of Mr. Williams, seconded by Ms. Giles-Gee, the members voted to align all Hellenic American University’s program approvals. Authority for the following degrees, including the Master of Science in Psychology with a Concentration in Clinical Psychology, would expire June 30, 2013: Associate of Science in Enterprise Network Administration; Bachelor of Arts in English and Language and Literature; Bachelor of Music with concentrations in Music Performance, and Music Theory and Composition; Bachelor of Science in Business Administration, without major, and with majors in Finance, Marketing and Information Technology; Bachelor of Science in Information Technology; Bachelor of Science in Psychology; Master of Business Administration,

including Professional Master of Business Administration; Master of Science in Information Technology; Master of Arts in Applied Linguistics; Master of Arts in Translation; Master of Arts in Conference Interpreting; Ph.D. in Applied Linguistics with concentrations in Discourse in English Language Teaching, Testing, or Translation/Interpreting.

Annual Reports are required by December 31 of each year and include the following:

- a. Enrollment by program.
- b. Progress on implementation of phase 3 of the Student Information System integrating student registration with billing.
- c. Any substantive changes related to the evolution of currently approved programs.
- d. Specific to the Master of Science in Psychology: Update on substantive development of the Counseling Center and protocol for internships and the practicum/internship placement process.
- e. Progress on systemic development of student outcomes/organizational effectiveness measures, thereby building a “culture of evidence.”
- f. Progress on expansion of the library collection supporting all programs.
- g. Updates on organizational structure, positions and reporting lines aligned with the strategic planning document, as well as suggested areas of consideration.
- h. Independently audited annual financial statements for the completed fiscal year.

All materials to/from the New England Association of Schools and College/Commission on Institutions of Higher Education shall be forwarded to the executive director and participation as an observer at site visit(s) would be determined upon receipt of materials. Annual report requirements may change depending on Hellenic American University's status with the New England Association of Schools and Colleges. Annual updates would be provided by the Hellenic American University senior administration at the Manchester, N.H. offices of the Hellenic American University following receipt of the annual institutional updates. New programs offered by the Hellenic American University would require a preliminary report to the Commission, detailing curriculum and faculty resources, financing and other factors related to program development. The Commission would take action as appropriate.

Hellenic American University's authority would expire at the end of any calendar year for which required report(s) are not received.

The motion passed, with Mr. Gustafson abstaining.

- 11) On the motion of Mr. Gustafson, seconded by Mr. MacKay, members voted to delay Daniel Webster College's required site visit pending action of the New England Association of Schools and Colleges based on the focused evaluation site visit (October 31 to November 2, 2010) for the change of ownership, which Executive Director Dodge would attend. Daniel Webster College is also required to forward all materials to/from all accrediting agencies (institutional and specialized). The motion passed without dissent.
- 12) On the motion of Mr. MacKay, seconded by Mr. Leach, members voted to remove Magdalen College and Rivier College from the Consent. The motion passed without dissent.
- 13) On the motion of Mr. Gustafson, seconded by Ms. Giles- Gee, the members voted to approve the "doing business as" name change from "Magdalen College" to "The College of Saint Mary Magdalen." The motion passed without dissent.
- 14) On the motion of Mr. Arvelo, seconded by Mr. Galligan, the members voted to accept the New England Association of Schools and Colleges' accreditation (based on the focused visit conducted on November 15-17, 2009) in lieu of a visit by the Commission for Rivier College's Ed.D. in Leadership and Learning. It is also voted to grant Rivier College approval for Ed.D. degrees that are aligned with its institutional mission and the New England Association of Schools and Colleges accreditation through June 30, 2014.

This approval was with the condition that all materials to/from the New England Association of Schools and Colleges are forwarded to the executive director, including the required report in the Spring 2011 focused on implementation of the Ed.D., and the self-study report prepared in advance of the Fall 2012 comprehensive site visit. Additionally, participation as an observer at site visit(s) would be determined upon receipt of materials. The motion passed, with Chair DeFelice, Mr. Appleby, and Mr. Farrell abstaining.

- 15) Ms. Capodestria presented revised legislation for RSA 188-D:36-42, the Granite State Scholars Program. Mr. MacKay moved, seconded by Mr. Appleby, to approve the proposed revised statutes.
- 16) Ms. Capodestria presented a draft proposal that met the governor's request for a possible 5% cut to the budget for FY 2011. Lengthy discussion followed. Mr. Fitzgerald moved, seconded by Mr. Mahoney to strike the Scholarships for Orphans of Veterans from the proposal. Mr. Mahoney and Mr. Appleby voted nay, and Mr. Curran abstained. The motion, therefore, did not pass. It was agreed to submit the list, as written, with an accompanying letter to the governor signed by commissioners that respectfully requests an exemption from cuts. Staff would realize cuts, should they come to pass, based on the discussion.
- 17) Executive Director Dodge presented highlights of the Executive Director Report. These included:

- a. Planned visits to commissioners to discuss the value of structured thinking about next priorities for the Commission, e.g., most valuable accomplishment in the last decade and priority in the upcoming decade.
 - b. The auditors finished their work on June 24, 2010 and we await their final report. The audit was longer than expected due to the complex transactions in a variety of functions. There were numerous citations, including the likely need for additional staff to focus on accounting issues.
 - c. At the recommendation of Attorney Blenkinsop, more specificity about travel funded by fees from the college and university regulatory work, would be included in future reports
 - d. Regulatory regional meetings continue as this is a useful way to put our work in the New England context. Executive Director Dodge initiates and the New England Association of Schools and Colleges hosts these meetings.
 - e. At the May 13, 2010 meeting, the Commission voted to approve the Affiliation of Franklin Pierce Law Center and the University of New Hampshire upon positive review of the N.H. Department of Justice, aka the Attorney General's Office. Anthony Blenkinsop, Esq., reviewed the materials provided, including the Affiliation Agreement. His review was limited to his role as counsel for the Commission and, therefore, he focused on relevant Commission statutes and administrative rules. The NH Department of Justice has no objection to the Affiliation Agreement, so long as the other conditions set forth by the Commission are satisfied. Furthermore, approval is based on their understanding and expectation that the Commission will continue to review and approve the courses, programs, and degrees of Franklin Pierce Law Center during the affiliation period. Franklin Pierce Law Center is required to inform the Commission of any changes in the Affiliation, to forward all materials to/from the American Bar Association and the New England Association of Schools and Colleges, and invite the Commission to attend any and all visits. This has been communicated to all parties. The name of Franklin Pierce Law Center changed, effective August 30, 2010, to the University of New Hampshire School of Law.
 - f. Received official notification from Lebanon College president that the application for the Bachelor of Science in Nursing (RN to BSN) was withdrawn.
- 18) Changes to By-Laws was tabled and moved to the December 9, 2010 meeting.
- 19) Mr. Farrell reported for the Nominating Committee. Due to the term expiration of Ms. Jordan, the Nominating Committee recommended Mr. Gustafson, as a representative of a 2-year public institution; assume the role as an officer. The following revised slate of officers was presented for the 2010-2014 term:

Chair (Representative of a 4-Year Private Institution) – Father Jonathan DeFelice
Interim Vice Chair (Representative of a 4-Year Public Institution) – Ed MacKay
Representative of a 2-Year Public Institution: Richard Gustafson
Representative of a Private Postsecondary Career School: Stephen Appleby
Representative of Lay Public: David Mahoney

Mr. Farrell moved, seconded by Mr. Appleby, to accept the revised slate of officers. The motion passed without dissent.

The meeting adjourned at 4:10 p.m.